

# Tennessee Arboretum Certification Program

The Tennessee Urban Forestry Council (TUFC) and the Tennessee Federation of Garden Clubs, Inc. (TFGC, Inc.) joined efforts in 2000 to certify Arboreta throughout the state of Tennessee. The purpose of the certification program is to define what the word “Arboretum” means in Tennessee and set standards for what can be called an Arboretum for public educational purposes.

## **GENERAL REQUIREMENTS**

### **For the five year certification**

- The site must be open to the public.
- Management practices must be in place to protect trees from lawn mower and weedeater damage. Protective examples include: employee training, mulch or herbicide treatment.
- Plant establishment should exemplify modern planting and protection methods.
- Tree labels should be of a type that will not cause significant damage to the tree. Labels should be mounted in the ground or attached to the tree via a screw or other non-damaging approved method. Note: nailing labels to trees is not acceptable.
- All labels must have the common and botanical name.
- All tree labels must be at a readable height and maintained in good condition.

## **ARBORETUM LEVEL REQUIREMENTS**

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| Level 1 | 30 different species of trees must be labeled.   |
| Level 2 | 60 different species of trees must be labeled and a pamphlet must be available for self-guided tours.  |
| Level 3 | 90 different species of trees must be labeled. A pamphlet must be available for self-guided tours, as well as volunteers, part time and/or full time personnel for special tours.  |
| Level 4 | 120 different species of trees must be labeled. A pamphlet must be available for self-guided tours, as well as volunteers, part time and/or full time personnel for special tours. The arboretum must have a newsletter with at least two issues per year. |

## **ARBORETUM CATEGORIES**

The purpose of the categories is to help separate the programming of the arboreta for the public's benefit.

### **Please choose a category from the following definitions:**

#### **Demonstration/ Research**

Arboreta in this category were designed to increase the visitor's knowledge of trees. These arboreta illustrate or explain tree related issues such as what species grow in this area, how to plant the right tree in the right spot, and how to identify trees.

#### **Nature Trail/ Garden**

Arboreta in this category are designed to bring the public outdoors to enjoy the aesthetics that nature provides. These arboreta usually are designed to educate the public about different tree species. Most arboreta in this category do not offer additional education besides tree identification.

## **APPLICATION REQUIREMENTS**

### **Please submit the following**

1. A completed Arboretum Certification application form.
2. A list of all the tree species that are labeled with both common and botanical names. (The trees must be labeled prior to the submission of the arboretum application.)
3. A 3 page or less description of the Arboretum site. Include information about how and why the Arboretum was started, explain who maintains the site and how, and describe what an Arboretum visitor can expect.
4. Pictures of the Arboretum site. (Please send pictures that illustrate the uniqueness of the Arboretum and confirm the tree labels are installed.)
5. A check or a money order issued to the Tennessee Urban Forestry Council for the \$40 non-refundable accepted application fee.
6. Include the pamphlet for the self-guided tour with a Level 2, 3, or 4 application.
7. Include a copy of the newsletter for a Level 4 application.
8. Please submit the original and five complete copies of the application. (The pictures can be photocopied in the five copies.)

## **WHAT DO CERTIFIED ARBORETA RECEIVE?**

- A list of certified Arboreta will be published on/in:
  - TUFC's Web Page (www.tufc.com)
  - The *Branching Out* newsletter published by TUFC
  - The *Volunteer Gardener*, TFGC, Inc. publication
  - A statewide and local news release will be issued announcing certification
- A sign that reads, "The Tennessee Urban Forestry Council and the Tennessee Federation of Garden Clubs, Inc. has confirmed this site as a certified Arboretum." This sign must be displayed at all times during the certification period of 5 years. ***Should the sign be stolen or destroyed, it will be replaced at the Arboretum's expense.***

## **APPLICATION TIMETABLE**

- Application forms are available beginning January.
- Applications will be accepted on a first come basis beginning March 1 and ending June 1.  
***Note: only a limited number of applications will be certified each year. (Approximately 20-30)***
- Applications will be reviewed in June.
- The site will be visited between June 15 and October 1.
- Notification of certification will be given no later than November 1.

## **RECERTIFICATION**

- During the fifth year of certification, the Arboretum would be eligible to reapply for certification.

## **SUGGESTED CONTACTS FOR ASSISTANCE WITH ESTABLISHING AN ARBORETUM**

- Tennessee Department of Agriculture, Division of Forestry—Urban Foresters (615) 837-5437
- University of Tennessee Extension Service
- Universities and Colleges with a Horticulture or Forestry Program
- Local Arborists or Urban Foresters
- Tennessee Federation of Garden Clubs, Inc.
- Tennessee Urban Forestry Council

**Sponsored by the TN Department of Agriculture,  
Division of Forestry.**



## **ARBORETUM APPLICATION FORM**

Applicant: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

County: \_\_\_\_\_

Circle the Level applying for:

1      2      3      4

Category applying for:

\_\_\_\_\_ Demonstration/ Research      \_\_\_\_\_ Nature Trail/ Garden

Number of Different Tree Species Labeled: \_\_\_\_\_

For Arboretum Levels 3 & 4:

Please list the number of employees available for special tours.

Part time \_\_\_\_\_

Full time \_\_\_\_\_

Volunteers \_\_\_\_\_

### **MAIL TO**

Tennessee Department of Agriculture, Division of Forestry  
Arboretum Certification Program  
Box 40627, Melrose Station  
Nashville, TN 37204